

MEMORANDUM

STATE OF ALASKA
Department of Transportation & Public Facilities
Alaska Marine Highway System

To: **Master M/V LeConte**

Date: **March 11, 2021**

From: **Captain Kevin Staples**
Port Captain

Telephone: **(907) 228-7283**

Subject: **Transition Memorandum**
OP to Layup-OH-OP
Amendment #3

*****TRANSITION*****

1. The LeConte is scheduled to end revenue service in Juneau on Saturday, 27 February 2021. The vessel will begin transit to Ketchikan on or about Sunday, 28 February 2021 for overhaul.
2. Sea watches will break at the nearest noon or midnight following arrival at Vigor Industrial Shipyard in Ketchikan.
3. If the vessel is transiting outside of their normal area of operation, ensure the appropriate OSRO e.g. Chadux, SeaPro or WSMC is notified.
4. IBU crew will work 8.4 hour days, five consecutive days followed by 2 days off. MM&P will work 12 hour days on a 2x2 schedule. MEBA work schedule will be in accordance with MEBA CBA, unless a LOA is signed to address an alternate work schedule.
5. The appropriate IT Work Request will be submitted to ensure continuity of computer services during the overhaul period.
6. The Columbia will serve as hotel ship for eligible crew, providing lodging only until TBD.
7. Crew members will receive meal and lodging per diem, if applicable, when the vessel is unable to provide those services per respective bargaining agreements, as determined by the Operations or Engineering Manager.
8. All Passenger Services crew assigned to vessels in Ketchikan shipyard shall coordinate their efforts to cover duties and support the vessel designated as hotel ship.
9. Increase MM&P and MEBA manning levels Friday, 26 February 2021 as indicated.
10. Meal service end on or around Tuesday, 02 March 2021.
11. A decrease in IBU manning will occur at close of business on Friday, 5 March 2021 as indicated.
12. Lodging onboard the vessel will resume TBD.
13. An increase in IBU manning will occur on Monday, 22 March 2021 as indicated.

14. Meal service will resume with the Breakfast meal TBD.
15. An increase in IBU manning will occur on Monday, 05 April 2021 as indicated.
16. A decrease in MM&P and MEBA manning will occur at close of business on Friday, 09 April 2021 as indicated.
17. Transit to Juneau is TBD.
18. Revenue is anticipated to resume in Juneau on Monday, 12 April 2021.
19. The first IBU crew change to “A” crew is anticipated to be Friday, 23 April 2021. This will be the start of the 2x2 crew change rotation.

*****MANNING*****

1. Current manning levels are:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Chief Cook	
1 2 nd Mate	1 2 nd Asst. Engineer	1 2 nd Cook	
1 Bos'n	1 Jr. Engineer	1 Mess Steward	
4 Able Bodied Seamen	2 Oilers	1 Dishwasher	
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

2. Increase MM&P and MEBA manning levels Friday, 26 February 2021 to:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Chief Cook	
2 Mates	2 2 nd Asst. Engineers	1 2 nd Cook	
1 Bos'n	1 Jr. Engineer	1 Mess Steward	
4 Able Bodied Seamen	2 Oilers	1 Dishwasher	
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

3. Decrease IBU manning levels Friday, 05 March 2021 to:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Steward	
2 Mates	2 2 nd Asst. Engineers		
1 Bos'n	1 Jr. Engineer		
4 Able Bodied Seamen	2 Oilers		
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

4. Increase IBU manning levels Monday, 22 March 2021 to:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Chief Cook	
2 Mates	2 2 nd Asst. Engineers	1 Dishwasher	
1 Bos'n	1 Jr. Engineer		
4 Able Bodied Seamen	2 Oilers		
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

5. Increase IBU manning levels Monday, 05 April 2021 to:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Chief Cook	
2 Mates	2 2 nd Asst. Engineers	1 2 nd Cook	
1 Bos'n	1 Jr. Engineer	1 Mess Steward	
4 Able Bodied Seamen	2 Oilers	1 Dishwasher	
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

6. Decrease MM&P and MEBA manning levels Friday, 09 April 2021 to:

Deck	Engine	Steward	Purser
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 st Asst. Engineer	1 Chief Cook	
1 2nd Mate	1 2 nd Asst. Engineer	1 2 nd Cook	
1 Bos'n	1 Jr. Engineer	1 Mess Steward	
4 Able Bodied Seamen	2 Oilers	1 Dishwasher	
2 Ordinary Seamen			
1 OS Porter			
1 Watchman			

Cc: Captain John Falvey, General Manager (via email)
Captain Tony Karvelas, Operations Manager (via email)
Mr. Matthew McLaren, Business Dev. Manager (via email)
Ms. Lily Albecker, Budget Analyst (via email)
Captain Umeko Seaver, Port Captain (via email)
Captain Kevin Staples, Port Captain (via email)
Mr. Hakan Sebcioglu, Port Steward (via email)
Ms. Denise Pooler, Passenger Services Inspector (via email)
Terminal Operations Management (via e-mail)
Ms. Kerri Traudt, Scheduling Coordinator (via email)
Ms. Aprill Gass, Licensed Dispatcher (via email)
Ms. Deborah Porter, Dispatch Supervisor (via email)
Mr. Daniel Benson, Unlicensed Dispatcher (via email)
Mr. Craig Bisson, Unlicensed Dispatcher (via email)
Ms. Leslie Brewer, Administrative Officer II (via email)
Ms. Vendula Cadiente, Administrative Assist. II (via email)
Ms. Julia Scarzella, Accounting Tech II (via email)
Ms. Christen Harrington, Environmental Spec IV (via email)
Ms. Linda Hall, Office Assistant I (via email)
Master, AMHS Vessels (via email)
Chief Mate, AMHS Vessels (via email)
Chief Engineer, AMHS Vessels (via email)
Chief Purser, AMHS Vessels (via email)
Chief Steward, AMHS Vessels (via email)
Mr. Cisco Flores, Marine Engineering Manager (via email)
Mr. Tom Carey, Port Engineer (via email)
Mr. Bill Gann, Port Engineer (via email)
Ms. Nicole Lamanna, Vessel Construction Mgr I (via email)
Mr. Wayne Phillips, Vessel Construction Mgr III (via email)
Mr. Ward Mace, Facilities Mgr (via email)
Ms. Shanna Burns, Human Resources (via email)
Mr. Matthew Cabrigas, Technical Services (via email)
Ms. Diane Anderson, Finance (via email)
Mr. Nino Bohulano, Finance (via email)
Mr. Don Owens, SE Warehouse (via email)
Ms. Cherish Petrenchak, Procurement (via email)
Ms. Suzanna Lessard, Procurement (via email)
Mr. William Miller, ISM Coordinator (via email)
Ms. Amy Wilson, Training Coordinator (via email)
IT Network Specialists (via email)
Labor Relations (via email)
Ms. Danielle Doyle, Dev Spec II, (via email)
Ms. Hannah Hamberg, Publications Specialist III (via email)
Mr. Rex Hallman, Research Analyst (via email)
MM&P - Seattle
IBU – Juneau/Ketchikan
MEBA - Seattle